A photograph of the Golden Gate Bridge in San Francisco at dusk. The bridge's towers and suspension cables are illuminated with warm orange lights. The city skyline is visible in the background, with lights reflecting on the water. The sky is a deep blue with a hint of pink from the setting sun.

# Guidance and Application Workshop

*Existing Shuttle/Feeder Bus Services and  
Existing Regional Ridesharing Services*

*August 8, 2016*

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Staff Specialist

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Administrative Analyst

Bay Area Air Quality Management District



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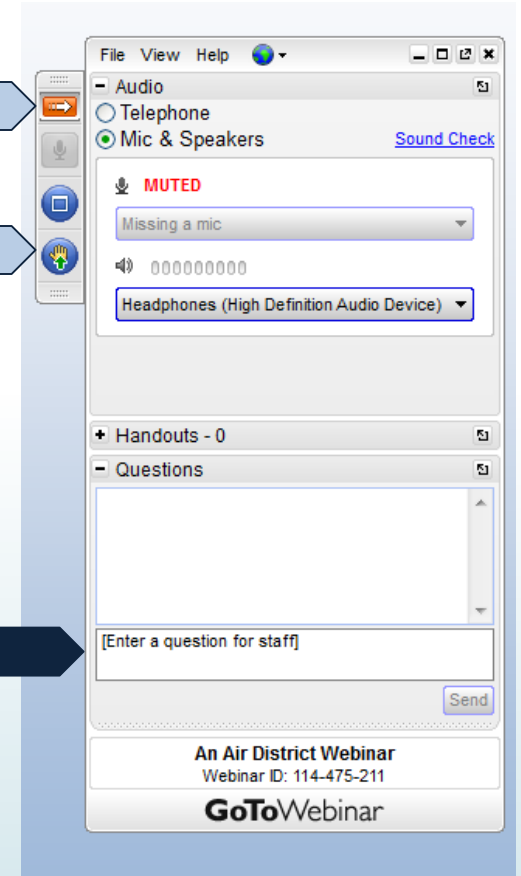
# Webinar Information

- ▶ This webinar is being recorded
- ▶ Copies of presentations will be posted to the Program Website after the webinar.
- ▶ Type in questions using the questions box here.
- ▶ Questions will be answered at the end of the presentation.

Show/Hide Control Panel

Raise Hand

Questions Box





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# Overview

- Introduction
  - Bay Area Air Quality Management District (BAAQMD)
  - Transportation Fund for Clean Air
- Overview of the Program
- Online Application
- Program Timeline
- Attributes of Cost-Effective Projects
- Questions and Answers



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# Introduction & Background

## The Air District:

- Established in 1955
- Nine Bay Area Counties
- Seven Million Residents
- 5,340 square miles

## Our Mission:

To protect and improve  
public health, air quality,  
and the global climate

NINE COUNTY JURISDICTION OF THE BAAQMD







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# Transportation Fund for Clean Air

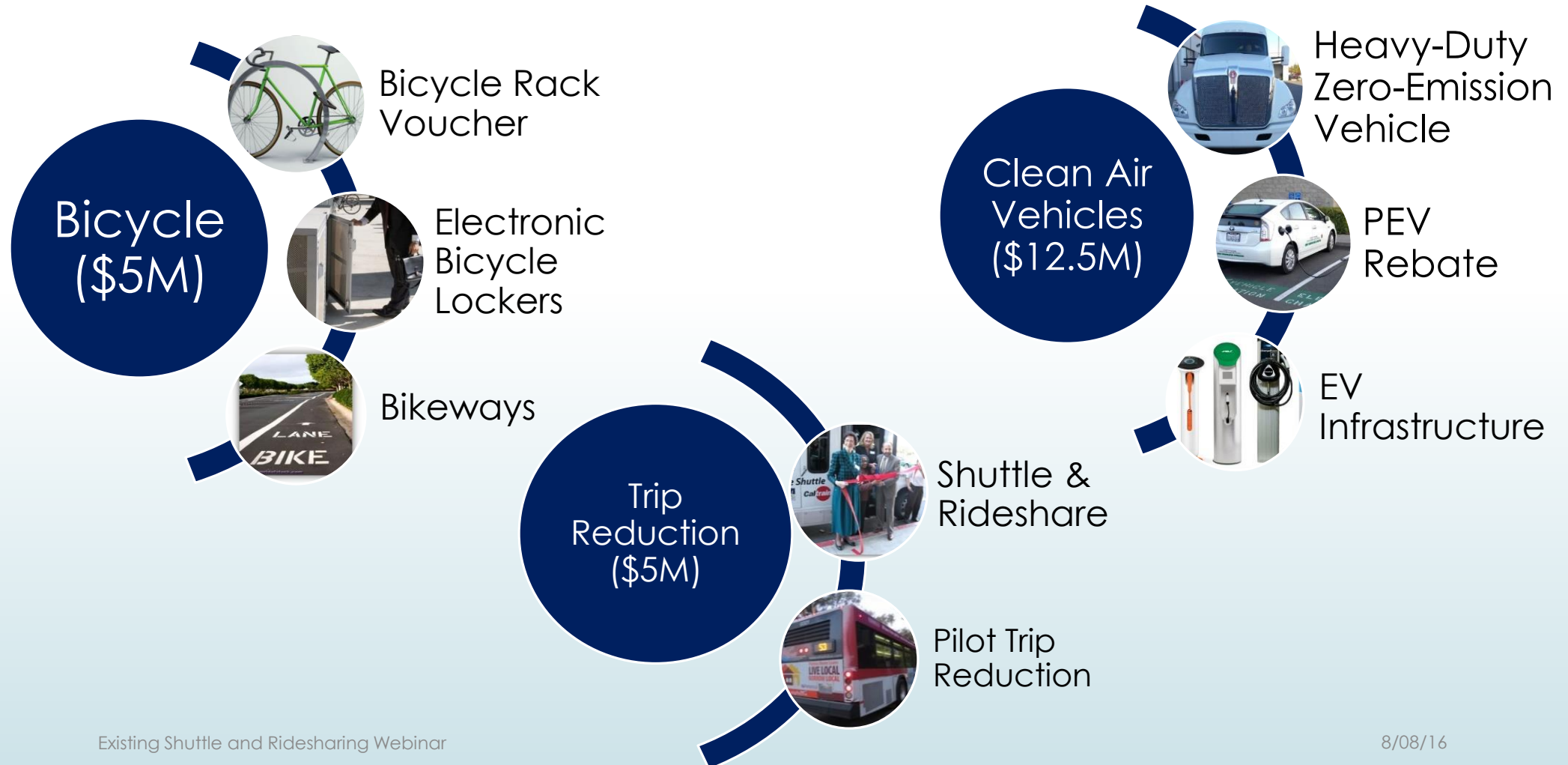
- **Grants to** reduce tailpipe criteria emissions from on-road sources
- **Regional Fund** (60%)
  - Clean Air Vehicles
    - Zero Emissions Vehicles
    - Alt Fuel Infrastructure
  - Trip Reduction
    - Shuttles, Rideshare
    - Bicycle Facilities
    - Pilot Trip Reduction
- **County Program Manager** (40%)
  - All Regional Fund categories; plus
    - Arterial Management,
    - Smart Growth, and Bike Share





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# TFCA Regional Fund – FYE 2017 (\$22.5M)





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# FYE 2017 Shuttle, Rideshare, & Pilot Trip Reduction Program

## ***For Existing Shuttles & Rideshare Projects***

- Up to \$4 Million available
- **For existing projects** with at least 12 months operational data
- Open July 21, 2016
- Hardcopy application received by:

**SEPTEMBER 1, 2016** by 4PM

Existing Shuttle and Ridesharing Webinar

## ***For Pilot Trip Reduction Projects***

- ~ \$1 Million available
- **For NEW projects in CARE or PDA**
- Program requirements under development
- Tentatively scheduled to open **mid-FYE 2017**



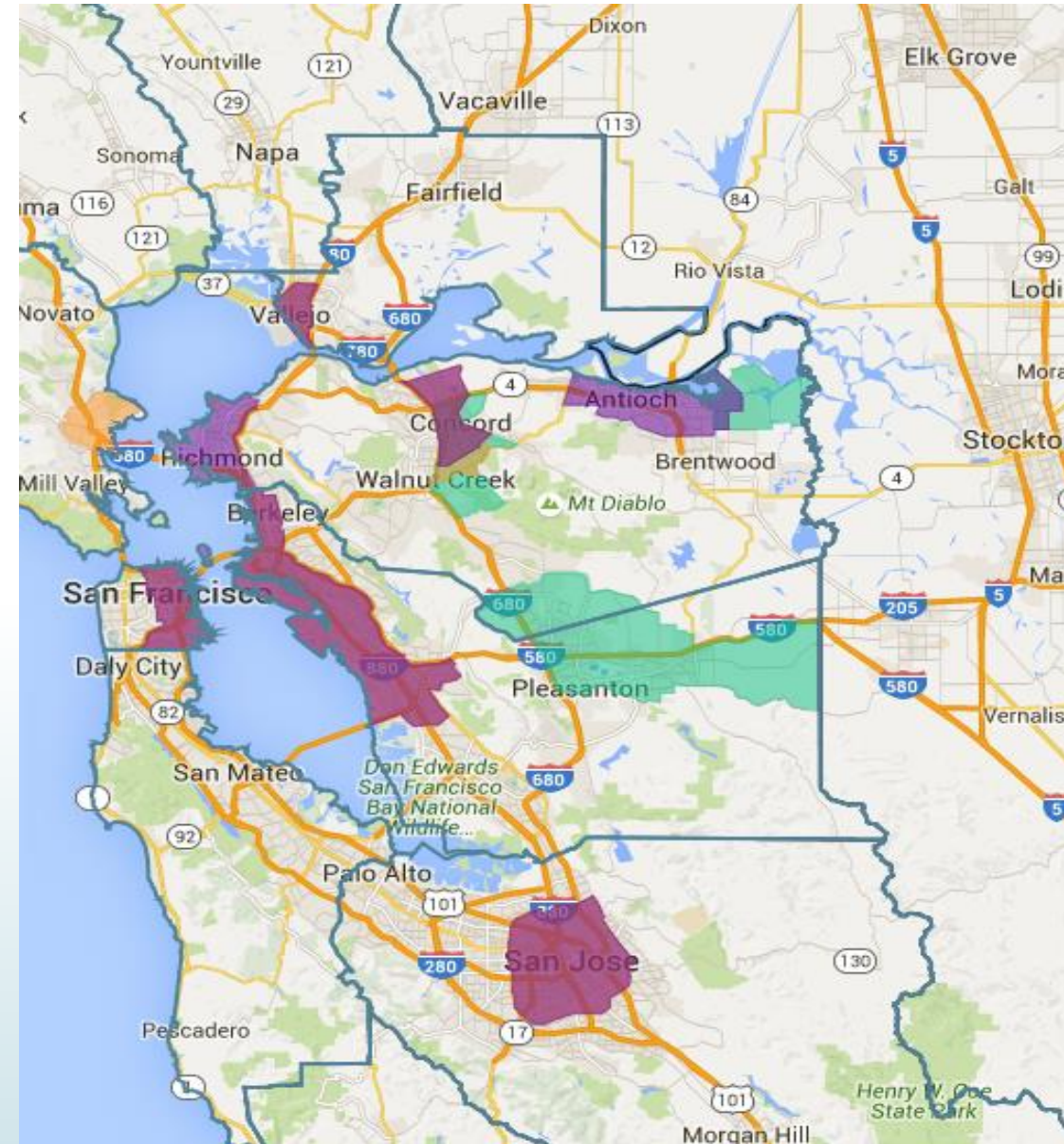


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# Community Air Risk Evaluation Program



[www.baaqmd.gov/CARE](http://www.baaqmd.gov/CARE)







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# FYE 2017 Guidance, Policies, and Evaluation Criteria

For Existing Shuttles and Ridesharing Projects



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# FYE 2017 Policies - Overview

TFCA-funded projects must comply with all applicable Board-adopted Policies:

- General and project type-specific policies **#1-21**
  - Existing Shuttle/Feeder Bus Service policies: **#28**
  - Regional Ridesharing policies: **#30**



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## Cost-effectiveness (Policy #2)

$$CE = \frac{TFCA \text{ Funds Awarded}}{\text{Tons of } NOx + ROG + (PM_{10} \times 20) \text{ reduced}}$$

Maximum award for each ton of (weighted) emissions reduced



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# Emission Reduction Calculation

## Step 1 Eliminated Auto Trips

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- % of riders driving if no shuttle
- Total trip distance

## Step 2 Auto Trips to transit station

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- % of riders driving to access transit
- Distance driven to reach transit station

## Step 3 Shuttle Vehicle Emissions

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- Engine Yr, Model, Emission Standards (CARB EO)
- Vehicle Class and GVWR
- Total Annual (Service) Miles





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# FYE 2017 Policies for Existing Shuttle/Feeder Bus Services (Policy #28)

Shuttle Services must:

- Connect from a mass transit hub to a distinct commercial or employment area
- Use TFCA funds for only commuter **week-day** peak-hour services (5AM to 10AM and/or 3PM to 7PM)
- **Not duplicate other existing service and provide service to** under-served **communities that** lack other comparable service
- Remain under the Cost-Effectiveness limit of \$200,000; \$250,000 for services in CARE areas or PDAs)



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## FYE 2017 Policies for Regional Ridesharing Services (Policy #30)

- Services that facilitate trip reduction (e.g., maintaining a ridesharing/carpooling website)
- Projects must be comprised of riders from **at least five** Bay Area counties
- No one county may account for more than **80%** of all riders
- Cost-Effectiveness limit = \$150,000 (Policy #2)



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# Other Requirements

## **Project Timing**

- Projects must start in CY 2017 (but not until funding agreement is executed)

## **Payment / Invoicing**

- Interim Payments on a quarterly reimbursement basis; with 15% retained until final payment
- Final Payment after receipt and approval of Final Report

## **Monitoring and Reporting**

- Progress reports due semi-annually every April 15 and October 15
- Final report due 3 months after project completion
- Survey Requirement

## **Audit and Inspection**

- Projects are subject to independent audit and inspection



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# Insurance Requirements

Project Type	Insurance Required
Operation of Shuttles and Vanpools	Commercial General Liability Automobile Liability Automobile Physical Damage Workers Compensation
Other Ridesharing Operations	Commercial General Liability





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# Eligible Project Costs

- Project Implementation Costs:
  - Documented hourly labor charges/contractor (salaries, wages, and benefits) directly and solely related to implementation of the TFCA project;
  - Shuttle Vehicle maintenance and fuel costs;
  - Indirect project implementation costs associated with implementing the project, limited to approved rates from oversight agencies



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# Application/Project Evaluation Criteria

- Project must comply with all applicable Board-adopted Policies
- Applications ranked based on Cost-Effectiveness
- The first 60% of Program funds will be awarded to the most cost-effective projects located in either:
  - Highly Impacted Communities or Episodic Areas (CARE Areas) or
  - Priority Development Areas (PDAs)



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# Application Submittal Instructions

- A complete application package must be submitted **BOTH online and as a hard-copy** by the submittal deadline:
  - Online application; submit the online form and upload the required attachments
  - *Hard-copy*; Print the completed online application form and mail **one copy of** signed hardcopy along with the required attachments to the Air District at:

Bay Area Air Quality Management District  
Attn: Chengfeng Wang, Supervising Air Quality Specialist  
375 Beale St. Suite 600  
San Francisco, CA 94105

*Hard-copy must be received by the Air District by 4 PM, September 1, 2016*



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# Online Grant Application

Existing Shuttle and Ridesharing Projects





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# Program Timeline

- **September 1, 2016: Application due date**
- September 22, 2016: Board resolutions due date  
Recommendations for award of funding (tentative):
  - October 27, 2016, by Mobile Source Committee
  - November 2, 2016, by Board of Directors
- November/December 2016 (tentative) – Funding Agreements sent to awarded Project Sponsors for signature / execution
- January 1, 2017 – December 31, 2017 – Projects implemented
- March 31, 2018 - Final Report and request for reimbursement due
- Late 2018 -2020 – Audit of awarded projects



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# Attributes of Cost-Effective Projects

- Uses the best available or cleanest/zero-emission technology
- Requests relatively low amount of TFCA funds
- Serves relatively large % of riders that otherwise would have driven alone over a long distance
- Provides first and last mile connection between employers and transit
- Operates on a route that is relatively short in distance



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# Air District Program Contacts

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